



CYNTHIA D. BANKS  
Director

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## COMMUNITY AND SENIOR SERVICES OF LOS ANGELES COUNTY

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*"To Enrich Lives Through Effective And Caring Service"*

BOARD OF SUPERVISORS

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May 29, 2007

The Honorable Board of Supervisors  
County of Los Angeles  
383 Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### **APPROVAL TO ACCEPT THE FY 2007-08 TITLE V OLDER AMERICANS ACT GRANT FUNDS (ALL SUPERVISORIAL DISTRICTS) (3-VOTES)**

#### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Director of Community and Senior Services (CSS), or designee, to accept FY 2007-08 Older Americans Act (OAA) Title V funding for the Senior Community Services Employment Program (SCSEP) in the amount of \$2,674,812 (Contract #TV-0708-19).
2. Authorize the Director of CSS, or designee, to accept additional funding from the California Department of Aging (CDA) up to 15% of the original allocation provided that the Director of CSS confirms, in writing, to the Board of Supervisors and the Chief Administrative Office (CAO) within ten work days of acceptance.
3. Authorize the Director of CSS, or designee, to execute a contract with the CDA required for acceptance of the OAA Title V funding.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:**

The recommended actions will enable CSS to continue SCSEP in FY 2007-08.

The CDA requires the department to apply and submit a budget and Project Narrative for the Title V Project Grant Funds annually. The SCSEP 2007-08 Project Budget was submitted on April 27, 2007 to the CDA for its review and approval. The Project Narrative

instructions are forwarded to CSS for action in the month of August of a program year. The final narrative is due to the CDA 30 days following the issuance of narrative instructions.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommended actions are consistent with principles of the County-wide Strategic Plan goals of Service Excellence and Organizational Effectiveness.

### **FISCAL IMPACT/FINANCING**

The cost of the SCSEP in FY 2007-08 is \$2,674,812. There is no impact on the County general fund, as the SCSEP is fully financed by OAA Title V funding that includes funding for administrative/overhead costs. Funding has been included in the department's FY 2007-08 Proposed Budget.

### **FACTS AND PROVISIONAL/LEGAL REQUIREMENTS:**

Los Angeles County is a designated Area Agency on Aging (AAA). The CDA allocates funding for senior programs to be provided in Los Angeles County through a contract with Los Angeles County. The program is administered by CSS. This contract between the County of Los Angeles and the CDA will be finalized by July 1, 2007 for FY 2007-08. These funds will be contingent upon execution of the contract with the CDA.

The program is operated by CSS using community-based host agencies as training sites. Participants are recruited at WorkSource Centers and Senior Centers in all Supervisorial Districts by Title V participant administrative staff. Training and supervision is provided by the host agencies.

The department has a Memorandum of Understanding with the host agencies to provide training, supervision, and a safe working environment to program participants. The selection of host agencies is based on a process that includes obtaining evidence of their non-profit organization status, proof of general liability insurance, and their ability to provide useful training that leads to unsubsidized job placement.

Monitoring of host agencies and training site participants is conducted by eight (8) Title V program monitors. The program monitors, through site visits and interviews with the participants and training site supervisors, evaluate and report monthly and, as needed, the training progress of each participant. The salaries and wages of all participants assigned to the host agencies are paid through the department.

Currently, there are 114 agencies under agreement. However, the number of agencies will fluctuate during the fiscal year as the participants obtain jobs and other host agencies apply to provide training.

**IMPACT ON CURRENT SERVICES:**

Approval of this request will continue training and employment services to approximately 400 participants during the fiscal year.

Respectfully Submitted,



CYNTHIA D. BANKS  
Director

c: David E. Janssen  
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